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**Assessment Completed:** 4/16/2012

**Project Description:** Demolish existing SFR and construct (3) apartment style R-3 boarding house units in one structure. - Updated from-LU Paid Coaching-Demolish existing single family residence. Construct new multifamily apartment building.

**Primary Applicant:** [John Trieger](#)

This report lists the results of a preliminary assessment of your project requirements by various city departments. It's based on the project characteristics described on your site plan and preliminary application form. If your project required a pre-application site visit (PASV), the results of that site visit are also included. The goal of this report is to help you create a complete submittal package and reduce the need for corrections once your application has been submitted.

**Next Steps**

1. Review the requirements in this report and contact the staff members listed below with questions.
2. If a street improvement plan is required, develop and submit it to the Seattle Department of Transportation (SDOT). **The Department of Planning and Development (DPD) will not accept your permit application until your street improvement plan is approved as 60% complete by SDOT. See [SDOT Client Assistance Memo 221](#) for guidance about the 60% complete approval process.**
3. Schedule an appointment for permit application intake with DPD. **Please bring a copy of this report to your intake appointment.**

**Questions About This Report**

If you have questions about the information in this report, contact the appropriate city staff member for each section.

**DPD Drainage Requirements**

Michelle M Macias, (206) 684-3068, [michelle.macias@seattle.gov](mailto:michelle.macias@seattle.gov)

**DPD Land Use Requirements**

Lori L Swallow, (206) 684-5627, [Lori.Swallow@Seattle.Gov](mailto:Lori.Swallow@Seattle.Gov)

**DPD Preapplication Site Visit Requirements**

Ede M Courtenay, (206) 733-9679, [Ede.Courtenay@seattle.gov](mailto:Ede.Courtenay@seattle.gov)

**Seattle City Light Requirements**

Ray Ramos, (206) 615-1193, [ray.ramos@seattle.gov](mailto:ray.ramos@seattle.gov)

**Seattle Department of Transportation Requirements**

Leo Kaarrekoski, [leo.kaarrekoski@seattle.com](mailto:leo.kaarrekoski@seattle.com)

**Seattle Public Utilities Requirements**

Susie Larson, [susie.larson@seattle.gov](mailto:susie.larson@seattle.gov)

**Water Availability**

SPU Water

Other Resources

- General questions about the permit process: Contact the DPD Applicant Services Center (ASC) at 206-684-8850.
- Overview of the permit application process: [5 Steps for a Successful DPD Application Submittal](#).
- User-friendly guides to city permitting processes: [DPD](#) and [SDOT](#) Client Assistance Memos.
- [Detailed zoning information](#).
- [DPD's Checklists & Standards](#), designed to help you make sure your permit application is complete and ready for review.

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The following requirements are based on the current stormwater and side sewer codes.

Existing Public Drainage Infrastructure

Sanitary sewer main location: N 103rd St  
Sanitary sewer main size: 8-inch diameter

Drainage

The drainage point of discharge (SMC 22.805.020) is located at: On site (infiltration).

Water Quality

No requirements

Wastewater

The wastewater point of discharge (SMC 21.16.070.B) is located at Sanitary Sewer.  
All homeowners and building owners in King County’s service area whose home or building was newly connected to the King County sewer system on or after Feb. 1, 1990 must pay a King County Capacity Charge. Further information is available online at:  
<http://www.kingcounty.gov/environment/wastewater/capacitycharge.aspx>

Permanent and Temporary Dewatering

The footing drain (if part of building plan) point of discharge (DPD DR 4-2011) is located at the following:  
Onsite (infiltration).

Side Sewer

The existing side sewer for a new or converted building or dwelling unit may be reused pursuant to SMC 21.16.240.

Other Requirements

- The infiltration facility will not have an overflow. Use the 25-yr peak flow control to determine the overall infiltration facility size.

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Street Requirements

Based on the scope of the proposed project, the following street improvements are required per Chapter 23.53 of the Seattle Municipal Code. Please review Right-of-Way Improvements Manual for design criteria (<http://www.seattle.gov/transportation/rowmanual/manual/>). Show required street improvements on your "enhanced site plan" at DPD permit application intake. If an SDOT Street Improvement Plan (SIP) is required, please list SDOT project number and SDOT contact name on the enhanced site plan. Street Improvement Plans must be accepted by SDOT prior to DPD permit application intake.

N 103RD ST

Curbs will be required to be installed in the portion of right-of-way abutting this lot.  
A concrete sidewalk will be required to be installed in the portion of right-of-way abutting this lot.  
Drainage will be required to be installed in the portion of right-of-way abutting this lot.

Street trees shall be provided in the planting strip according to Seattle Department of Transportation Tree Planting Standards. Contact SDOT Urban Forestry (for residential projects: (206) 684-TREE; for all others: (206) 684-5693), to determine species of tree and standards of planting. Please add a note to the site plan showing size, location and species of tree to be planted.  
<http://www.seattle.gov/transportation/treeplanting.htm>.

Landscaping is required to be installed in the planting strips in the right-of-way. Contact SDOT Urban Forestry to determine species of landscaping and standards of planting. For residential projects, call (206) 684-TREE; for all others, call (206) 684-5693). Please add a note to the site plan showing size, location and species of shrubs and groundcover to be planted.

Any planting proposed within the ROW must be reviewed and approved by DPD and SDOT.

## Alley Requirements

### Alley north

Improve width abutting lot and portion between lot and connecting street to crushed rock or better. The Seattle Right of Way Improvements Manual ([http://www.seattle.gov/transportation/stuse\\_docs.htm](http://www.seattle.gov/transportation/stuse_docs.htm)) contains design details.

A no-protest agreement is required. This form can be found at [http://www.seattle.gov/dpd/Publications/Forms/Building\\_Permit/](http://www.seattle.gov/dpd/Publications/Forms/Building_Permit/)

Drainage will be required to be installed in the portion of right-of-way abutting this lot.

## Land Use

Alley access may be required

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PASV report requirements may be subject to additions, changes, or modifications by the department. The purpose of the report is to alert the applicant that there may be unusual or complex site conditions that trigger requirements from the department regarding this project. **The applicant is responsible for providing all required documents at the intake appointment.** If you have questions about this report or the PASV process, please contact the DPD Site Development Team at (206) 684-8860.

**Note:** Any project application associated with the development site can utilize the results from this PASV if the application is accepted by DPD within 18 months of the above inspection date. After 18 months, the applicant must apply for another PASV. No extensions will be granted.

## ECA Mapping Unit and Type

Non-ECA

## Earth Disturbance

If excavation has the potential to encroach on adjacent property in order to facilitate construction activity, please provide documentation of consent from the adjacent property owner. Show area of proposed encroachment on the submitted drawings and detailed cross-sections.

If temporary cuts greater than 1h:1v will be required in order to facilitate construction activity, please provide a geotechnical engineer's verification that soil conditions allow cuts to stand unsupported. Include detailed cross sections.

Please show all existing and proposed retaining walls/rockeries and the exposed height.

If shoring will be required, please provide submittals by geotechnical and structural engineers and show the proposed system on the submitted drawings. Include detailed cross sections.

## Existing ROW Conditions

### Alley north

Asphalt surface

Gravel surface

Unopened

## Tree Protection

Trees greater than 6 inches in diameter as measured 4.5 ft above ground are present on the site but not shown on the site plan. Show the dripline of 1) **all** trees on the site, 2) adjacent trees that encroach on the site that are greater than 6 inches in diameter as measured 4.5 ft above ground, and 3) **all** trees located in the adjacent ROW. Include common and scientific names for all trees shown. See Director's Rule 16-2008 and CAM 242.

Show evergreens at rear yard

## Construction Stormwater Control

All projects with earth disturbance, regardless of size, require temporary and permanent stormwater control in accordance with the Construction Stormwater Control (CSC) Technical Requirements Manual (DR 16-2009, Volume 2). The CSC Best Management Practices (BMPs) noted below can be found in the Construction Stormwater Control Technical Requirements Manual, available online and from DPD's Public Resource Center.

### Show the following on the CSC/Post Construction Soil Amendment Plan:

Place compost socks, compost berms, filter fabric fencing, straw bales, straw wattles, or other approved perimeter control BMPs to eliminate construction stormwater runoff.

Show the location of a stabilized construction access to the site; show methods to eliminate uncontrolled conveyance of mud and dirt into the right of way (ROW).

Place silt-trapping inserts in receiving catch basins located within 10 feet of construction entrance.

Cover bare soil with compost blankets, straw, mulch, matting, or other approved equal to control construction stormwater runoff.

Cover stockpiles and bare slopes with compost blankets, tarps, matting or other approved equal to control construction stormwater runoff.

A First Ground Disturbance inspection is required before any ground disturbance related to this permit, including demolition, tree cutting, clearing, grubbing, and grading. After your permit is issued, schedule an inspection by calling (206) 684-8900 or online at: <http://web1.seattle.gov/DPD/InspectionRequest>

## Inspectors Notes

Site slopes north. Existing structure (being demolished) and adjacent structures appear to have full basements. Photo-documented. Power south side of 103rd.

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## Easements

SCL power easement may be required. Property survey may be required at project's expense.

Other requirements: The existing parent parcel is considered one site. The electrical service to the new buildings will need to be consolidated from one service strike from SCL's distribution system. Per SCL Requirements for Electric Service Connection, <http://www.seattle.gov/light/contractors/resc/>, Chapter 5, page 28: "Single Service Rule", Seattle City Light will provide only one service to a site or building. Additional services will be supplied only at SCL's option and will be agreed to in writing. Please contact your Electrical Service Representative well in advance of construction for clarification and electrical service advice.

## Notes to Applicant

For new service, an Application for Electrical Service must be submitted to Seattle City Light. Please contact the Electrical Service Representative for your area several months before new service is required to determine your electric service design, service location and what kind of service is available at the building site. The Electrical Service Representative should also be contacted to coordinate electrical details for demolition and temporary power during construction. Your Electrical Service Representative is: Karen Quaife, 206-684-4983, [karen.quaife@seattle.gov](mailto:karen.quaife@seattle.gov). Be advised that it is the applicant's responsibility to seek guidance from SCL. Failure to contact SCL at your earliest convenience could severely impact your project's scope, schedule and budget. This responsibility rests solely with the applicant.

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The City of Seattle's Right-of-Way Improvements Manual (ROWIM) and SDOT's Street & Sidewalk Pavement Opening and Restoration (PORR) Director's Rule 2004-02 may be accessed from SDOT's Street Use website at: [http://www.seattle.gov/transportation/stuse\\_docs.htm](http://www.seattle.gov/transportation/stuse_docs.htm). Whenever possible, specific reference notation for these two design documents is noted next to the design characteristics below. Be advised that these specific section and chapter references are provided as preliminary guidance only and are not comprehensive in scope.

## SDOT Permitting Information

Initial Review Deposit: \$2,500

SDOT Plan Requirements: Engineered plan

SDOT Permit Requirements: Group 3: Street Use Major (Type 45). A 60% complete street improvement plan (SIP) must be approved by SDOT prior to your DPD construction intake appointment. SIP Design Guidance is required for 60% complete SIP approval; apply early. Please visit SDOT's Street Use website at: [http://www.seattle.gov/transportation/stuse\\_sip.htm](http://www.seattle.gov/transportation/stuse_sip.htm) to obtain SDOT Client Assistance Memos (CAMs) and application materials to assist in developing your street improvement plan (SIP).

## **Street Improvement Requirements**

### **N 103RD ST**

Tree planting. See Seattle Right of Way Improvements Manual (ROWIM) and City of Seattle Standard Plans 030, 100 and 424. Contact SDOT Urban Forestry for residential projects at (206) 684-TREE; for all others at (206) 684-5693 for approval of species and placement.

Roadway Widening: See Seattle Right of Way Improvements Manual (ROWIM) and the City's Standard Plans and Specifications. tbd

New/replacement sidewalk: See Seattle Right of Way Improvements Manual (ROWIM) as well as the City of Seattle Standard Plan 420, 421 and 422.

New/Replacement Curb: See Seattle Right of Way Improvements Manual (ROWIM) and the City of Seattle Standard Plan 410.

## **Alley Requirements**

### **Alley north**

Alley Drainage: Required for portion of alley being improved. A drainage review is required for any project which involves more than 750 sq ft of land disturbing activity in the public right-of-way. See Seattle Right of Way Improvements Manual (ROWIM) section 4.17.

Other requirements: alley may be closed contour low, how do you drain alley improvements?

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### **Flow Control Compliance**

All new, replaced, and disturbed topsoil shall be amended with organic matter per rules promulgated by the Director prior to completion of the project to improve onsite management of drainage water flow and water quality per SMC 22.805.020.E. For projects with 5,000 square feet or more of new and replaced impervious surface, a comprehensive drainage control plan shall be prepared by a licensed engineer.

### **Stormwater Treatment**

No requirements

## **Water Availability**

Your water availability assessment is in progress.

## **Additional Drainage and Wastewater Information**

FYI: There are both sewer and water mains in the frontage. During construction, caution must be used to reduce impact to these mains. These mains may also impact design decisions of ROW improvements.

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Owners of residential property occupied by a tenant who will be displaced by housing demolition, substantial rehabilitation, change of use, or removal of use restrictions may need to obtain a Tenant Relocation License. Refer to DPD CAM 123, Seattle's Tenant Relocation Assistance Ordinance, for further information and instructions or call (206) 684-7979.

If your project involves additions or modification to or demolition of an existing building that contains four or more dwelling units or 4,000 square feet or more of non-residential area, and the building is a designated historic landmark or is 50 years old and meets the criteria set forth in SMC 25.12 for landmark designation, SEPA is required. Please contact the Department of Neighborhoods at (206) 684-0228 or [www.seattle.gov/neighborhoods/preservation](http://www.seattle.gov/neighborhoods/preservation) to determine if your building is a designated landmark or if a referral is necessary to determine if the building meets the criteria in SMC 25.12. Refer to CAM 208 for information regarding the application requirements for a SEPA review and CAM 3000 for information regarding landmarks and historic preservation.

If the scope of your proposed project changes before your DPD intake appointment or SDOT street improvement plan application, the requirements in this report may change. If there are municipal code and ordinance changes before our DPD intake appointment, the project must meet the new code requirements. Additional street improvement requirements may be triggered if a permit application for a development project on adjacent property is also undergoing review.

Please be aware that all persons or companies working within the City limits, including all contractors, subcontractors, permit expeditors and other service providers are required to possess a valid City of Seattle business license. This license is required in addition to any other licenses required by the State of Washington, such as a contractors' license or state business license. For more information about City of Seattle business licenses, please contact inspector Michale Crooks at 206-684-8871, [Michale.Crooks@seattle.gov](mailto:Michale.Crooks@seattle.gov), or visit the [Licensing and Tax Administration Division website](#).